



INTENT TO AWARD SOLE SOURCE CONTRACT

Title	Elevator Inspection Services
Notice Date	November 13, 2018
Response Due Date	November 21, 2018
Reference Number	R0012772
Contract Description	<ul style="list-style-type: none"> • Dominion Elevator Inspection Services (DEIS), has conducted the Annual Tests as well as Associated Life Safety Testing including full load test on all of the university owned elevators for a period of several years. • The Contractor possesses extensive knowledge of the University's dilapidated elevators, and therefore, affords the contractor a tremendous advantage, with respect to getting up to speed with the task at hand of evaluating the University's elevators within a timely manner. • As a result, DEIS has maintained critical historical documents for the entire University campuses therefore; the Contracting Officer will have to issue sole source procurement for the best interest of the University. • Dominion Elevator Inspection Services (DEIS) has the much needed familiarity of major as well as minor components of both of the University's types of elevators, hydraulic as well as traction.
Vendor Name	Dominion Elevator Inspection Services (DEIS)
Point of Contact	<p>Anthony Berry, Contract Specialist 202-274-6914 Anthony.berry@udc.edu</p> <p>W, Bldg. 39 2nd Floor, Washington, DC 20008 202.274.5181 procurement@udc.edu</p>

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCUREMENT**

Agency: University of the District of Columbia
Contract No.: R0012772
Caption: Elevator Inspection Services
Contractor: Dominion Elevator Inspection Services (DEIS)

FINDINGS

1. Authorization:

D.C. Official Code §2-303.05(a)(1) and 8 DCMR Section 3019

2. Minimum Need:

The University of the District of Columbia has a need for a Contractor to provide elevator inspection services in accordance with DCRA code and requirements.

3. Estimated Reasonable Cost:

The estimated reasonable cost is \$26,000.00.

4. Facts Which Justify Sole Source Procurement:

- Dominion Elevator Inspection Services (DEIS), has conducted the Annual Tests as well as Associated Life Safety Testing including full load test on all of the university owned elevators for a period of several years.
- The Contractor possesses extensive knowledge of the University's dilapidated elevators, and therefore, affords the contractor a tremendous advantage, with respect to getting up to speed with the task at hand of evaluating the University's elevators within a timely manner.
- As a result, DEIS has maintained critical historical documents for the entire University campuses therefore; the Contracting Officer will have to issue sole source procurement for the best interest of the University.
- Dominion Elevator Inspection Services (DEIS) has the much needed familiarity of major as well as minor components of both of the University's types of elevators, hydraulic as well as traction.
- DEIS is also familiar with the academic program schedules of the University and have been able to adhere to the said established schedules without interruptions of the programs or classes.
- In addition; DEIS, has shown a wiliness to preform inspections at flexible times without additional cost to the University.
- Lastly, DEIS, has been shown a wiliness to perform free or re-inspection after cure of deficiencies, without additional cost to the University.

- DEIS shall provide services in accordance with DCRA code and requirements.
- DEIS has a long standing working relationship with Schindler Elevator Corporation, our current elevator maintenance provider. This relationship between DEIS and Schindler, will greatly help to ensure the University receives its elevator certifications, as previously promised by Schindler when the maintenance contract was awarded.

5. **Certification by the Contract Specialist:**

I hereby certify that the above findings are correct and complete.


Date 11-13-18


Anthony Berry
Contract Specialist
Capital Procurement Division

DETERMINATION

Based on the above findings and in accordance with D.C. Official Code §2-303.05(a)(1) and 8 DCMR Section 3019, I hereby determine that the subject procurement action may be procured using the sole source method of procurement.

11-13-18
Date


Eddie Whitaker
Contracting Officer
Capital Procurement Division